

Narrative Statement Supplemental Form  
**Translator/Interpreter, FSN-08**

**Name:**

**Date:**

**INSTRUCTIONS:** Please use the right side column to explain in detail how you meet the qualification for this vacancy announcement. This information will be used to determine if you meet the required qualifications for this position.

<i>Qualification requirements</i>	<i>My qualifications and how they meet the vacancy announcement requirements.</i>
<b>Education:</b>	
University degree in linguistic or related field is required	
<b>Experience:</b>	
Minimum two years of progressively responsible experience involving interpreting and translating activities in English, Tajik, and Russian languages.	
<b>Language Proficiency:</b>	
Level 5 (professional translator ability) in written and spoken English, Russian, and Tajik is required.	

<b>Skills and Abilities:</b>	
<p>Ability to translate American English into target languages used by educated native speakers and vice versa. Must be able to grasp the nuances, idioms, and meaning of written and spoken Tajik, Russian, and English, and to precisely interpret or translate them to English and the target languages. Must possess judgment, tact, discretion and readiness to work under stress. Must be able to prioritize assignments in order to facilitate and support meetings between American and Tajik officials. Must be able to deal effectively and professionally with all levels of authority both inside and outside the U.S. Mission. Ability to use a personal computer and standard PC software is required.</p>	
<b>Knowledge:</b>	
<p>In addition to the required language knowledge for English, Russian, and Tajik languages, the incumbent must be familiar with correspondence formats and specialized vocabulary and expressions used in the conduct of foreign affairs.</p>	